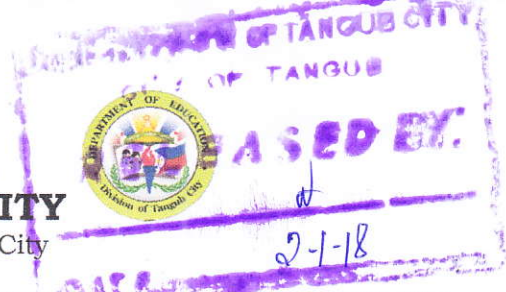




Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF TANGUB CITY
Anecito Siete St., Mantic, Tangub City



E-mail: tangub.city@deped.gov.ph Website: www.depedtangub.net Telephone: (088) 545-0304 Telefax: (088) (088)856-4524

February 1, 2018

MEMORANDUM

TO: ISO Certification Focal Group
This Division

SUBJECT: COMPOSITION OF THE INTERNATIONAL ORGANIZATION
FOR STANDARDIZATION (ISO) FOCAL GROUP

The Department of Education, Division of Tangub City commits itself to continuously improve its operations and services and align them with the international standards. Thus, the Office is now preparing for its application for ISO Certification.

To compose the DepEd Tangub City ISO Focal Group are as follows:

Chairman: Rosemarie T. Macesar – Assistant Schools Division Superintendent

Vice Chairmen: Myrna T. Regidor – Chief, SGOD

Carmelita A. Jubay – Chief, CID

Members: Margissa T. Amen – AO V- Personnel, Record, General Services, etc.

Marites C. Suminguit – Administrative Officer V, Finance

Alden M. Antonio- Info Tech Officer

Lorna C. Penonal – Education Program Supervisor

Rene Boy G. Roxas – SEPS Human Resource Development

Dorothy P. Neri – Planning Officer III, Planning and Research

Jun Clifford G. Estrella – Dentist II

You shall perform the following in addition to your core functions:

- Establish a baseline of the services and operations of the Office by conducting a research/ evaluation;
- Equip yourselves with the knowledge and information about ISO Certification;
- Coordinate with the Region 10 ISO Focal Group as well as with your counterparts from other divisions;
- Lead the Division in its objective to become an ISO Certified agency.

For guidance and compliance.


JEAN G. VELOSO

Assistant Schools Division Superintendent

OIC - Schools Division Superintendent